

APPENDIX 1. PRE-ENGINEERING MEETING /SITE SURVEY CHECKLIST

1. Location and type of project
2. Method used to conduct meeting
3. JON/JCN
4. Approved project scope from "Scope Validation Meeting"
5. Copies of Scope to hand out at the meeting
6. Attendees: Engineers on project, SMO representatives, airport owners for on-airport projects.
7. A List of items to discuss during the pre-engineering survey (Agenda).
8. List any suggested changes, either before or after engineering data has been gathered.
9. Tentative identification of excess equipment resulting from this project.
10. Storage of excess equipment: Is there sufficient storage space available, at no cost to the Government, for the equipment to be excessed by this project?
11. The SMO is to submit a cost estimate to the ANI-600 platform project engineer for moving and storage.
12. List of all test equipment to be furnished from F&E PML.
13. List of any test equipment on hand at facility, which should be deleted on PML.
14. List of any test equipment needed for this project but not on hand and not authorized on PML
15. Facility drawings:
16. List of facility drawings relative to this project, and current status of the drawings
17. List of all drawings, which will be revised as part of engineering for this project.
18. Modifications pending to existing or relocated equipment
19. List of Printed circuit boards (PCBs) or spares in general, which will be provided under this project. Identify type and quantities.
20. Fuel tank registration.
21. I&I issues that need to be communicated to SMO.
22. Work permit requirements identified by SMO Environmental Compliance Manager (SECM)
23. List of potential property owners addresses for right-of entries.